Edinburgh Mathematical Society

Constitution & Rules

October 23, 2026

Constitution

1. **Aims** The aims of the Edinburgh Mathematical Society shall be the promotion and extension of the Mathematical Sciences, pure and applied, particularly in Scotland.

2. **Membership** The Society shall consist of Ordinary and Honorary Members.

   Ordinary membership shall be open to all those who are interested in furthering the aims of the Society. Applications will be considered by the Board of Trustees and shall be refused for good and proper reasons only.

   Candidates for admission to Honorary Membership may be nominated at an Ordinary Meeting of the Society by the Board of Trustees only, following a proposal from at least three members of the Society, and shall be admitted if at least two thirds of the members present vote in favour.

3. **Subscriptions** Every Ordinary Member shall pay subscriptions to the funds of the Society at the times and of the amounts specified in the Rules.

4. **Office-Bearers** The Office-Bearers shall consist of a President, a Vice-President, two Secretaries, a Treasurer, and a Librarian.

5. **Board of Trustees** The Board of Trustees shall have responsibility for all decisions concerning the running of the Society subject to the Constitution and Rules. It shall consist of the President, Vice-President, both Secretaries, Treasurer, Librarian, Convener of the Editorial Board, and at most two additional members of the General Committee. No person may serve as an additional member for more than three sessions consecutively. The members of Board of Trustees shall be the Trustees of the Society for the purposes of Scottish Charities legislation.

6. **General Committee** The General Committee shall act in an advisory capacity to the Board of Trustees of the Society subject to the Constitution and Rules. It shall consist of the following ex officio members: the members of the Board of Trustees, the Convener of the Research Committee, and the Convener of the Education Committee; and, in addition, at least six and no more than ten additional members of the Society. No person may serve as an additional member for more than three consecutive sessions.

7. **Policy Advisory Group** The Policy Advisory Group shall initiate ideas for the general development of the Society, and advise the Board of Trustees and the General Committee on issues referred to it by the Board of Trustees, the General Committee, or the President. Its composition and duties shall be determined by the Rules.

8. **Finance and Investment Committee** The Finance and Investment Committee shall oversee the financial situation of the Society. Its composition, duties and powers shall be determined by the Rules.

9. **Research Committee** The Research Committee shall be responsible for administering the Research Support Fund and for such other duties related to research strategy as set out in the Rules.

10. **Education Committee** The Education Committee shall be responsible for administering the Education Support Fund and for such other duties related to the education strategy as set out in the Rules.

11. **Proceedings** The Society shall publish the Proceedings of the Edinburgh Mathematical Society as frequently as the Board of Trustees considers expedient. In general, the Proceedings are intended to contain papers original in matter or manner. The Editorial Board shall advise the Board of Trustees on matters concerned with publications. Its composition, duties and powers shall be determined by the Rules.

12. **Meetings** There shall normally be at least 5 and no more than 8 Ordinary meetings in a session. Each session shall be concluded by the Annual General Meeting which shall be followed immediately by the first Ordinary meeting of the next session.

    Special meetings may be called by a Secretary either on the direction of the Board of Trustees or on a requisition signed by 15 members (in which case the requisition should be sent to a Secretary; this should bear the signatures of the 15 members if submitted on paper or their email addresses if submitted by email).

    Notice of the Annual General Meeting shall be communicated to all members at least two weeks in advance. The business of the Annual General Meeting shall include the election of the Society's Officers for the coming session and the presentation of accounts for the previous session.

    At an Ordinary or Special meeting no vote shall be taken unless at least 25 members or one-twelfth of the membership are present (either in person or remotely).

    All questions not otherwise provided for in the Constitution and Rules shall be decided by a simple majority of the votes cast.

    The General Committee shall appoint scrutineers whose decision shall be final in the event of any dispute.

13. **Submission of a motion to adjust Constitution** A motion to repeal or alter part of the Constitution may be proposed by the Board of Trustees or by 10 members (in which case a copy of the motion should be sent to a Secretary; this should bear the signatures of the 10 members if submitted on paper or their email addresses if submitted by email).

    Notice of such a motion shall be laid before one Ordinary Meeting, and written notice shall be emailed to all members before the next Ordinary Meeting at which the motion shall be voted upon. The motion shall be carried if it receives more than two-thirds of the votes cast. The permitted methods of voting shall be decided the Board of Trustees.

14. **Submission of a motion to adjust Rules** A motion to repeal or alter a Rule, or to enact a new Rule, may be proposed by the Board of Trustees or by 5 members (in which case a copy of the motion should be sent to a Secretary; this should bear the signatures of the 5 members if submitted on paper or their email addresses if submitted by email).

    Written notice of such a motion shall be emailed to all members before the meeting at which it is to be voted upon. At this meeting, amendments may also be proposed and voted upon, save that the President shall have power to defer to a later meeting the voting on a motion and any proposed amendments if they judge any proposed amendment to touch on matters of substance. The motion shall be carried if it receives a simple majority of the votes cast. In the event of equal voting, the motion shall be lost. The permitted methods of voting shall be decided the Board of Trustees.

15. **Finance** The Society shall arrange for the annual accounts to be audited or examined and certified by a capable independent person in accordance with the requirements of charity law.

    All monies raised by or on behalf of the Society shall be applied to further the aims of the Society and for no other purpose provided that nothing herein contained shall prevent the payment in good faith of reasonable and proper remuneration to any employee of the Society and fees to professional and technical advisors.

16. **Dissolution** The Society may be dissolved by the resolution of a two-thirds majority of its members voting at a Special meeting held for that purpose. The resolution shall specify a date on which the dissolution takes effect, with enough time for an orderly dissolution of the Society. The Board of Trustees shall be responsible for the dissolution of the Society and the disposal of its assets. In the event of the dissolution of the Society, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the Society, but shall be given or transferred to a recognised charitable organisation(s) having aims similar to those of the Society.

Rules

These rules shall be subject to the over-riding authority of the Constitution.

Subscriptions

1. Every Ordinary Member shall pay, on election to membership, an annual subscription to be determined by the Board of Trustees except that:

   i no further subscription shall be required from a member of at least 25 years standing and either 65 years of age or over or permanently retired from full-time employment. (Arrangements remain unchanged for members who have chosen to compound their subscriptions under an earlier Rule.)

   ii no subscription shall be required of a member who is also enrolled as a full-time postgraduate student at a Scottish university.

   Subscription will be paid by any method approved by the Board of Trustees annually or on a date to be determined by the Board of Trustees.

2. Each Ordinary Member shall be given notice of the amount of the subscription due at the time of renewal. If this subscription has not been paid by one month following, the member shall be deemed to have resigned from the Society, except that the Board of Trustees shall have the right to extend the period for payment in exceptional circumstances.

Board of Trustees

3. The terms of office for Vice-President and President:

   i Elections for Vice-President shall be held every two years, ensuring that the office of Vice-President is at all times filled.

   ii Upon election, a Vice-President shall serve one year as Vice-President, "the President-Elect".

   iii At the conclusion of this year, the Vice-President shall automatically assume the office of President and shall serve a term of two consecutive years as President.

   iv Upon completion of the presidential term, the individual shall serve an additional one year as Vice-President, "the Past-President".

   v The sequence of service shall constitute a single unified term of four years, consisting of service as Vice-President, President, and Vice-President, in that order.

   vi No person may serve as both President and President-Elect simultaneously, except in the circumstances provided for under Rule 6.

4. The positions of both Secretaries (the General Secretary and the Membership and Meetings Secretary), Treasurer, and Librarian shall be subject to annual election or re-election.

5. The two additional members of the Board of Trustees shall be appointed at the beginning of the session by the elected (non-ex officio) members of the General Committee.

6. If an Officer position becomes vacant, or if an Officer is unable to carry out the duties of their office for any reason during a session, the Board of Trustees may appoint a replacement to fill the role for the remainder of that session or until the end of the term of that office, provided that the Vice-President shall normally replace the President in such circumstances.

   If an additional member position becomes vacant, or if an additional member is unable to carry out the duties of their office for any reason during a session, a new additional member will be appointed via the method in Rule 5.

7. The Board of Trustees shall meet at least three times during each session, the President is the Chair. Five shall form a quorum.

8. The method for settling matters before the Board of Trustees at any meeting shall be by majority vote of the members participating, in the presence of a quorum.

9. Between meetings of the Board of Trustees, business may be transacted by the Board in writing. In this case, votes shall be counted as specified in Rule 8, with "members participating" replaced by "members voting."

10. The Board of Trustees may, by a two-thirds majority vote, remove a member of the Board of Trustees or the General Committee for cause.

11. The Board of Trustees, at any time, shall have the power to assign additional duties to any committee, so long as those duties fall within the committee's general remit.

12. A Secretary shall keep minutes of the meetings of the Society, the General Committee, and of the Board of Trustees and shall issue notice of meetings to members.

General Committee

13. The additional members of the General Committee shall be subject to annual election or re-election.

14. As necessary during the session, the Board of Trustees may appoint new additional members to the General Committee up to the limits in §6 of the Constitution.

15. The Board of Trustees or General Committee may invite representatives from other societies or organisations to observe General Committee meetings individually or on a regular basis.

16. The General Committee shall meet at least three times during each session, the President in the Chair. Five shall form a quorum.

17. The method for settling matters before the General Committee at any meeting shall be by majority vote of the members participating, in the presence of a quorum.

18. Between meetings of the General Committee, business may be transacted by the Committee in writing. In this case, votes shall be counted as specified in Rule 17, with "members participating" replaced by "members voting."

Nominations and Elections

19. Any member of the Society shall have the right to make nominations for the positions detailed in Rules 3, 4 and 13 and suggestions for other appointments. Only written nominations signed by the proposer, seconder and nominee, received by the General Secretary before the 15th May, shall be accepted.

20. After 15th May, the Board of Trustees shall prepare a list of its own nominations for the positions detailed in Rules 3, 4 and 13.

21. If any office is contested or if there are more than 10 nominations for additional membership of the General Committee, there shall be a ballot (which may be electronic) of all members, held during September or October, the papers to be sent out at least two weeks before the Annual General Meeting, and to be returned by a specified closing date, which shall be no more than two days before the Annual General Meeting. The Board of Trustees shall appoint scrutineers whose decision shall be final in the event of any dispute. The results of ballots, all formal elections and the names of appointees shall be announced at the Annual General Meeting.

Policy Advisory Group

22. The Policy Advisory Group shall initiate ideas for the general development of the Society, advise the President and General Committee on issues referred to it and offer advice as appropriate regarding nominations, appointees and speakers.

23. The Group shall consist of the President, Vice-President, at least one Secretary and 3 additional members of the Society. The additional members shall have experience, expertise and standing in the mathematical community; they shall be appointed annually by the Board of Trustees for no more than three years consecutively.

24. The Group shall meet as required, but at least twice during each session.

Finance and Investment Committee

25. The Finance and Investment Committee shall keep the finances of the Society under constant review. The Finance and Investment Committee shall advise the Treasurer on the investments in which the reserves of the Society are to be held so that in its judgement the benefit to the Society is maximised.

26. The Finance and Investment Committee shall consist of the President, Treasurer (Convener), at least one Secretary and at least 3 additional members of the Society. The additional members shall be appointed or reappointed annually by the Board of Trustees. Additional members may serve a first term of up to 5 years, which may be followed by a second term of at most 3 years.

27. On the advice of the Finance and Investment Committee, and with such other advice as is considered appropriate, the Treasurer shall have power to invest the reserves of the Society. Such action shall be reported to both the Board of Trustees and the General Committee of the Society.

28. The Finance and Investment Committee shall meet at least twice during each session. A majority of the membership of the Committee shall constitute a quorum.

Research Committee

29. The Research Committee shall advise the General Committee and Board of Trustees on the research strategy of the Society.

30. The Research Committee shall be allotted a sum each year, determined by the Board of Trustees, to support research activity.

31. The Research Committee shall comprise the President and at least three additional members including the Convener, no more than two coming from any single institution. Additional members of the Committee shall be appointed by Board of Trustees for an initial term of up to four years, which may be renewed for one further term of up to four years.

32. The Research Committee shall judge applications to the Research Support Fund according to criteria approved by Board of Trustees with guidance from the Research Committee.

Education Committee

33. The Education Committee shall advise the General Committee and Board of Trustees in all matters of mathematical education at every level.

34. The Education Committee shall be allotted a sum each year, determined by Board of Trustees, to support a wide range of activities in mathematical education.

35. The Education Committee shall comprise the President, and at least three additional members including the Convener. Additional members of the Committee shall be appointed by Board of Trustees for an initial term of up to four years, which may be renewed for one further term of up to four years.

36. The Education Committee shall involve itself with issues of mathematical education in the widest sense, notably in representing the Scottish mathematical community in dealings with Governmental and non-governmental educational organisations, in matters pertaining to mathematics education in schools and universities, and in supporting a range of mathematical activities being undertaken by school, undergraduate and postgraduate students and also professional mathematical educators.

37. The Education Committee shall judge applications to the Education Support Fund according to criteria approved by Board of Trustees with guidance from the Education Committee.

Other Committees

38. The Board of Trustees may, at any time, set up any committee in addition to the committees defined in the Constitution, for any purpose it considers appropriate, provided it does not replace or surpass the advisory capacity of the General Committee.

39. The General Committee may, at any time, set up any committee in addition to the committees defined in the Constitution, for any purpose it considers appropriate, under its advisory capacity.

Editorial Board

40. The Editorial Board shall consist of at least 3 Subject Editors, Consulting Editors and, if management of the Proceedings is not being undertaken by an external agency, a Managing Editor. The Subject Editors shall be appointed annually by the Board of Trustees for an initial term of up to 5 years, which may be renewed for one further term of up to 5 years. The Managing Editor, if there is such an appointee, shall be appointed annually by the Board of Trustees. Consulting Editors shall be appointed by the Board of Trustees for periods which it shall determine in advance and may renew.

41. The Convenor of the Editorial Board shall be appointed by the Board of Trustees for a period of up to three years. No person shall be Convenor for more than 6 consecutive years. The Convenor shall be responsible for arranging and chairing meetings of the Editorial Board when required.

    The Deputy Convenor of the Editorial Board shall be appointed annually, normally from among the Subject Editors, by the Board of Trustees. No person shall be Deputy Convenor for more than 2 consecutive years.

42. In consultation with Editorial Board, Board of Trustees may appoint an external agency to undertake management of the Proceedings. Negotiation with such an agency may be delegated to a sub-committee appointed by Board of Trustees. Before the appointment of any such agency is finally agreed, the terms and conditions applying to the appointment of the agency shall be approved by the Board of Trustees.

43. Every paper published in the Proceedings must first have been submitted by a Subject Editor, acting on behalf of the Editorial Board, to at least one referee of competent authority and reported upon favourably. The Subject Editor shall forward the referee's report together with the Subject Editor's own recommendation to the Convener who, in consultation with the Deputy Convener and the Subject Editor as appropriate, shall decide whether the paper will be accepted for publication. The Subject Editor shall have the right of appeal to the whole Editorial Board in the event of disagreement. The decisions of the Editorial Board on the choice of referees and on questions of publication shall be final.

44. The Managing Editor, when such an appointment exists, shall be responsible for arranging the copy-editing, making up issues, arranging for proof-reading, ordering of off-prints and liaising with authors and printers.

    When management is undertaken by an external agency, it will be carried out according to the agreement approved by Board of Trustees.

Library

45. By virtue of an agreement between Edinburgh University Library and the Society, the Society's Library is housed partly in the University Library and partly in the Science section of the National Library of Scotland. All Society members enjoy reference and borrowing rights in both the University Library and the Science section of the National Library of Scotland identical with those of University academic staff, subject to the rules made by or for the Libraries in force at any time. Any postage costs incurred are to be paid by the borrower.

46. The Librarian shall be responsible for liaison with the Edinburgh University Library and the National Library of Scotland, and for arranging exchange agreements.

47. The Librarian shall be responsible for maintaining the Society's web presence.

Additional Representatives of the Society

48. Board of Trustees shall have the power to appoint or remove from time to time, as deemed fit by the Board, representatives to other societies or organisations.